



"The City With a Heart"

Kevin Chase, *Chair*
Perry Petersen, *Vice Chair*
Rick Biasotti
Mary Lou Johnson
Joe Sammut
Sujendra Mishra
Bob Marshall, Jr,

MINUTES PLANNING COMMISSION MEETING

January 18, 2011

7:00 p.m.

Meeting location: Senior Center, 1555 Crystal Springs Road, San Bruno

CALL TO ORDER at 7:01 pm.

ROLL CALL

	<u>Present</u>	<u>Absent</u>
Chair Chase	X	
Vice Chair Petersen	X	
Commissioner Biasotti	X	
Commissioner Marshall	X	
Commissioner Mishra	X	Arrived at 7:08
Commissioner Sammut	X	
Commissioner Johnson	X	

STAFF PRESENT:

Planning Division: Community Development Director: Aaron Akin
Associate Planner: Laura Russell
Assistant Planner: Matt Neuebaumer

Pledge of Allegiance: Commissioner Biasotti

1. Approval of Minutes – December 16, 2010

Motion to Approve Minutes of December 16, 2010 Planning Commission meeting.

Petersen/Biasotti

VOTE: 6-0
AYES: All Commissioners Present at that time.
NOES: None
ABSTAIN: None

2. Communication

E-Packets are available on line at www.sanbruno.ca.gov

Draft Transit Corridor Plan is available on line at www.planbruno.org

3. Public Comment – None.

4. Announcement of Conflict of Interest

Commissioner Sammut will recuse himself on agenda item 5.B because his wife is the Conference President of St. Vincent de Paul.

5. Public Hearings

A. 543 Cherry Avenue

Request for a Use Permit to allow an addition which would increase the gross floor area by greater than 50% (51%) and would exceed 1,825 square feet of living area with a one-car garage (1,935 square feet) per Sections 12.200.030.B.1 and 12.200.080.A.2 of the San Bruno Municipal Code. Garry Osipov (Applicant) Chris Holm (Owner) UP-10-018.

Associate Planner Russell: Entered staff report.

Staff recommends that the Planning Commission approve Use Permit 10-018 based on Findings of Fact 1-7 and subject to Conditions of Approval 1-23.

Chair Chase asked Commission if there were any questions for staff.

None.

Public Comment Opened.

Chris Holm; Applicant: We are in need of more space in our home. We did our best to create a simple project and design. I am available for any questions.

Commissioner Marshall: Will all the windows be consistent with color, material, and style?

Chris Holm; Applicant: Yes.

Commissioner Marshall: Will the dormer window have a window covering?

Chris Holm; Applicant: Yes.

Public Comment Closed

Motion to approve Use Permit 10-018 based on Findings of Fact (1-7) and Conditions of Approval (1-23).

Commissioner Marshall/ Mishra

VOTE:	7-0
AYES:	All Commissioners Present.
NOES:	None
ABSTAIN:	None

Chair Chase advised of a 10-day appeal period

FINDINGS OF FACT

1. The proposed development will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use.

2. The proposed development will not be injurious or detrimental to property and improvement in the neighborhood or to the general welfare of the city given its quality architectural features and its general conformance to a majority of regulations as set forth in the Municipal Code.
3. The proposed development will be consistent with the general plan.
4. The proposed development, as set forth on the plans, and with recommendations by staff, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood, or impair the value thereof; and is consistent with the design and scale of the neighborhood.
5. That the general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood.
6. The proposed expansion complies with applicable off-street parking standards of the City of San Bruno Zoning Ordinance.
7. That any proposed single-family or two-family dwelling conforms to the basic design principles of the residential design guidelines as adopted by resolution by the city council and as may be revised from time to time.

CONDITIONS OF APPROVAL

Community Development Department - (650) 616-7074

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 10-018 shall not be valid for any purpose. Use Permit 10-018 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included on a full size page in the Building Division set of drawings.
3. The request for a Use Permit for an addition shall be built according to plans approved by the Planning Commission on January 18, 2011 labeled Exhibit C except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
5. Prior to Final Inspection, all pertinent conditions of approval and all improvements shall be completed to the satisfaction of the City of San Bruno.

6. The residence shall be used only as a single-family residential dwelling unit. No portion of the residence shall be rented out as a secondary residential dwelling unit. Any attempt to construct an illegal dwelling unit will result in Code Enforcement action by the City.
7. The garage shall be used for the storage of motor vehicles and shall not be used as habitable living space as defined in the Uniform Building Code or as storage. The residence must have the ability to park one vehicle in the designated garage area. Failure to conform to this condition is grounds for code enforcement action, which may result in substantial code compliance costs to bring the garage back into conformance.
8. Prior to securing a building permit, the applicant, owner, and general contractor shall meet with Planning and Building staff to ensure compliance with the conditions of approval during the construction process.
9. Prior to Final Inspection, 15% of the site shall be landscaped and any site landscaping damaged during construction shall be replanted to the satisfaction of the Community Development Director. No more than 80% of the lot shall consist of impervious surface.

Department of Public Services - (650) 616-7065

10. Please note that the front property line is located 2.0 feet behind the sidewalk at Cherry Avenue. No fences, retaining walls, or other permanent structure shall be placed or constructed within 2.0 feet from back of sidewalk. S.B.M.C. 8.08.010.
11. The Applicant shall provide flow line diagrams for cold water lines, hot water lines, gas lines, and sanitary sewer lines to include all existing and proposed systems in accordance with the applicable California Building Code 2007.
12. Encroachment Permit from Public Works Department is required prior to commencing any work within the City's public right-of-way. S.B.M.C. 8.16.010.
13. All damaged curb, gutter, sidewalk or driveway in the public right-of-way fronting the property shall be removed and replaced. Remove and replace all damaged and/or broken sidewalk at front of property for all location where there are any raised or offset concrete sections greater than or equal to 3/4 -inch. S.B.M.C. 8.12.010.
14. Planting of one 36-inch box size approved tree or payment to the in-lieu replacement tree fund per most current fee schedule is required. Tree shall be located on Cherry Avenue. S.B.M.C. 8.24.060. At the current rate, the impact payment required is \$540. A separate tree-planting permit is required from Parks and Recreation Services for any new street tree.
15. If not present, the applicant shall install a sanitary sewer lateral clean-out at property line per City standards detail SS-01
16. Paint address number on face of curb near driveway approach. Black lettering on white background.
17. Erosion control plan and storm water pollution prevention plan required. Must show existing storm drain inlets and other storm water collection locations protect by silt screens or silt fence. Work shall conform to the current NPDES requirements. S.B. Municipal Code 12.16.020.
18. Storm water from new and existing roof down spouts and other on-site drainage, shall be collected

and drained to an underground storm water system or through an under sidewalk curb drain to the gutter per City standards detail SI-03. Chapter 11, UPC 1101.1.

19. The building permit plans shall include a site plan that shows all property lines, setbacks and easements, and all existing and proposed grading and drainage improvements. All unpaved areas shall be graded to slope at 1% or more. All paved areas shall be graded to slope at 0.5% or more. All grading and drainage work shall conform to the current NPDES requirements. S.B.M.C. 12.161.020
20. Perform water demand calculation based requirements in Chapter 7 of the California Plumbing Code to confirm that the existing water service and meter are sufficient to serve water demand. If existing meter is undersized, a new meter is required. Applicant shall pay water and sewer capacity charges based on the size of the water meter installed along with materials and installation of water meter. S.B.M.C. 10.14.020/110.

Fire Department- (650) 616-7096

21. Address numbers to be at least four (4) inches in height, of a contrasting color to the background, and must be lighted during the hours of darkness.
22. Provide hard-wired smoke detectors with battery backup as required by building code.
23. Provide spark arrester for chimney if not currently in place.

Commissioner Sammut recused himself for item 5.B 1600 El Camino Real.

B. 1600 El Camino Real

Request for a Conditional Use Permit to allow a second-hand retail establishment within the General Commercial zoning district per Section 12.96.110.C.1 of the San Bruno Zoning Ordinance. Society of St. Vincent de Paul (Applicant), Welch Family Partnership (Property Owner), UP-10-024.

Assistant Planner Neuebaumer: Entered staff report.

Staff recommends that the Planning Commission approve Use Permit 10-024 based on Findings of Fact 1-3 and subject to Conditions of Approval 1-11.

Chair Chase asked Commission if there were any questions for staff.

Commissioner Marshall: If a furniture store occupied this location previously, why does this application need a Use Permit?

Assistant Planner Neuebaumer: It requires a Use Permit due to the sales of used goods.

Commissioner Marshall: Condition #10, do the security cameras outside have adequate lighting?

Assistant Planner Neuebaumer: Yes, one of the conditions within the Architectural Review Committee report mentions that exterior lighting shall be installed.

Commissioner Marshall: I would like to add to condition #10 that adequate lighting be installed for the proper function of the security cameras at nighttime.

Commissioner Petersen: The condition is unclear on whether or not the cameras record footage. The cameras would not serve a purpose if they do not record; I feel this condition is short on requirements.

Assistant Planner Neuebaumer: We can add that language that a closed circuit security system be required. We can also coordinate with the police department to determine an appropriate system as well.

Public Comment Opened.

Lorraine Moriarty; Applicant: The Society of St. Vincent de Paul is proud to serve the less fortunate families here in the Bay Area. We are very thankful for the opportunity to assist the San Bruno community. I am available for any questions.

Commissioner Johnson: Can you please describe where the items are dropped off and how the process works?

Oscar Perez - St. Vincent de Paul; Applicant: Once the items are dropped off they are immediately sorted and brought into the store. In the case we have an overload of items, we will transfer those items to another store. We hope that the security cameras and lighting will prevent after hour drop offs. We will also have signage that indicates the drop off hours.

Commissioner Petersen: Will the drop off hours also be posted on the front of the building?

Oscar Perez – St. Vincent de Paul; Applicant: Yes.

Commissioner Petersen: I would like to add condition #12 that the drop off hours be posted on the front of the building.

Public Comment Closed.

Motion to approve Use Permit 10-024 based on Findings of Fact (1-3) and Conditions of Approval (1-11). With a revised condition #10 and additional condition #12.

Commissioner Petersen/ Marshall

VOTE:	6-0
AYES:	All Commissioners Present.
NOES:	None
ABSTAIN:	None

Chair Chase advised of a 10-day appeal period

FINDINGS OF FACT

1. The proposed use will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the person residing or working in the neighborhood or such proposed use.
2. The proposed use will not be injurious or detrimental to property and improvements in the neighborhood or to the general welfare of the city.
3. The proposed use will be consistent with the general plan.

CONDITIONS OF APPROVAL

Community Development Department – (650) 616-7042

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of approval. Until such time as the Summary is filed, Use Permit UP-10-024 shall not be valid for any purpose. Use Permit UP-10-024 shall expire one (1) year from the date of approval unless the plan is executed.
2. The request for a Use Permit to operate a second hand retail establishment shall be operated according to plans and operational statement approved by the Planning Commission on January 18, 2011, labeled Exhibits C and D except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
3. The applicant shall comply with all Conditions of Approval within Architectural Review Permit 10-011. Façade improvements shall be implemented prior to business operation to the satisfaction of the Community Development Director.
4. Prior to operation and final inspection, all pertinent conditions of approval and all improvement shall be complete to the satisfaction of the City of San Bruno.
5. The applicant shall apply for a business license through the Finance Department. Prior to business license approval the applicant shall apply for business compliance permit.
6. The applicant and any successor in interest, shall agree to operate the second hand retail establishment at 1600 El Camino Real in the manner as described in the staff report and in the applicant's support statement. Any deviation or change in business activities shall require prior authorization by the Community Development Director and may require full Planning Commission review. Failure to comply with these requirements may result in the City of San Bruno instituting revocation hearings.
7. The applicant or property owner will clean graffiti on the property and/or paint over it within 24 hours of its appearance, using a matching paint color. This condition also gives the City of San Bruno consent to have the graffiti painted out for the applicant. If the graffiti is not removed within 24 hours, the City's graffiti removal vendor will be instructed to remove the graffiti and provide a detailed accounting of the cost to the property owner, who will be responsible for reimbursing the City for the graffiti removal.
8. All trash and trash containers shall be stored within appropriate designated trash areas. Sufficient trash container capacity shall be provided to ensure that all trash and debris from the building can be stored within the trash container area and with completely closed lids. The trash enclosure shall be covered and shall comply with San Mateo Countywide Water Pollution Prevention Program best management practices and shall be submitted to Planning division as part of the Building Permit plan check.
9. Each morning employees shall inspect the site and adjacent public right-of-way and remove any accumulated drop off donations, litter, or debris. Failure to do so will result in Code Enforcement violations.
10. The applicant shall install two exterior cameras on the south side building elevation. Adequate lighting shall be installed on the south side of the building to ensure proper function of the exterior cameras. The applicant shall coordinate with the Community Development Department and Police Department to ensure a proper security camera system with the ability to record is installed.

11. The applicant shall install signage prohibiting after hour drop off donations to the satisfaction of the Community Development Director and the Police Chief prior to business operation.

Additional Condition

12. The drop off hours shall be posted on the front of the building.

C. Grundy Park adjacent to 586 Cherry Avenue

Request for a Conditional Use Permit to install a wireless telecommunications facility within the open space zoning district on a joint utility pole, per Sections 12.220 and 12.84.160 of the San Bruno Zoning Ordinance. T-Mobile West Corporation (Applicant), City of San Bruno (Property Owner), Northern California Joint Pole Association (Pole owner) UP-10-015.

Assistant Planner, Neuebaumer: Entered staff report.

Staff recommends that the Planning Commission approve Use Permit 10-015 based on Findings of Fact 1-6 and subject to Conditions of Approval 1-15.

Chair Chase asked Commission if there were any questions for staff.

Commissioner Marshall: I believe in the past, we were told that PG&E does not allow the use of these antennas on any pole that has the crossbeam member.

Assistant Planner Neuebaumer: I'll defer to the applicant to answer that question.

Commissioner Biasotti: Will the connection from the poles to the equipment boxes be underground?

Assistant Planner Neuebaumer: Yes it will. I would also like to bring to your attention condition #14 which requires all conduits be located 1'-0" below all existing utilities and be covered by a red cement slurry; per the request of the Water Division.

Public Comment Open.

Misako Hill; Applicant: I would like to give a brief presentation on the proposed cell site installation.

Applicant gave power point presentation of proposed project with antenna on top of pole and equipment on the ground with a security fence and cover.

Vice Chair Petersen: I am concerned about the possibility of vandalism to the equipment. Is there an electric meter at the site that will need to be serviced?

Misako Hill; Applicant: Yes.

Vice Chair Petersen: Will the meter be in public view?

Misako Hill; Applicant: No. It would be located within the equipment enclosure.

Vice Chair Petersen: So it will be a smart meter.

Commissioner Sammut: The equipment cover is a chain link fence?

Misako Hill; Applicant: Yes, it is hidden from public view behind the fencing.

CD Director Akin: I would like to add our standard condition that graffiti be removed within 24 hours of reporting. I would also like the applicant explore any anti-graffiti type coating that they could put on the fence to prevent future vandalism.

Commissioner Marshall: I would suggest using a vinyl PVC fencing rather than a wood fence.

Chair Chase: Do we get a lot of graffiti complaints at this location?

CD Director Akin: We do get complaints on occasion.

Commissioner Johnson: What has been the trend for fences on other cell site applications?

CD Director Akin: A typical material used would be some type of cyclone fencing with vinyl slats. I am unaware of which type of material is used to clean graffiti easier.

Commissioner Johnson: I would like the applicant to explore the best materials to remove graffiti.

Chair Chase: I would like to thank you for providing us a good application for this project.

Public Comment Closed.

Motion to approve Use Permit 10-015 based on Findings of Fact (1-6) and Conditions of Approval (1-15). With added Condition of Approval #16.

Commissioner Petersen/ Biasotti

AYES: All Commissioners Present.

NOES: None

ABSTAIN: None

Chair Chase advised of a 10-day appeal period

FINDINGS OF FACT

1. The location, size and intensity of the proposed operation will not create a hazardous or inconvenient vehicular or pedestrian traffic pattern, taking into account the proposed use as compared with the general character and intensity of the neighborhood.
2. The proposed development, as set forth on the plans, will not unreasonably restrict or interfere with light and air on the property and on other property in the neighborhood since no height change will occur with the new facility, will not hinder or discourage the appropriate development and use of land and buildings in the neighborhood or impair the value thereof.
3. The improvement of the commercial structure, as shown on the elevations as submitted, is not detrimental to the character or value of an adjacent residential district.
4. The general appearance of the proposed building, structure, or grounds will be in keeping with the character of the neighborhood, will not be detrimental to the orderly and harmonious development of the city, and will not impair the desirability of investment or occupation in the neighborhood.
5. The proposed development is consistent with the general plan, which states that any new development should protect the residential character of a neighborhood and also should serve a regional purpose.
6. The proposal will not under the circumstances of the particular case, be detrimental to the health, safety, morals, comfort and general welfare of the persons residing or working in the neighborhood of such proposed use given the RF report.

CONDITIONS OF APPROVAL

Community Development Department -- (650) 616-7074

1. The applicant shall file a declaration of acceptance of the following conditions by submitting a signed copy of the Summary of Hearing to the Community Development Department within 30 days of Planning Commission approval. Until such time as the Summary is filed, Use Permit 10-015 shall not be valid for any purpose. Use Permit 10-015 shall expire one (1) year from the date of Planning Commission approval unless a building permit has been secured prior to the one (1) year date.
2. The signed copy of the Summary of Hearing shall be photocopied and included on a full size page in the Building Division set of drawings.
3. The request for a Use Permit to construct a new wireless communications facility shall be built according to plans and description approved by the Planning Commission on January 18, 2010 except as required to be modified by these Conditions of Approval. Any modification to the approved plans shall require prior approval by the Community Development Director.
4. The applicant shall obtain a City of San Bruno building permit and encroachment permit before construction can proceed. The operation of any equipment or performance of any outside construction related to this project shall not exceed a noise level of 85 decibels (as measured at 100 feet) during the hours of 7:00 a.m. to 10:00 p.m. or exceed 60 decibels (as measured at 100 feet) from 10:00 p.m. to 7:00 a.m.
5. Prior to Final Inspection, all pertinent Conditions of Approval and all improvements shall be completed to the satisfaction of the City of San Bruno.
6. Construction schedule and traffic plan required for Planning staff review prior to Building permit issuance.
7. Any general maintenance of proposed wireless facility shall occur during the following hours only: Monday through Friday, 8:00 AM to 5:00 PM.
8. Signage shall be posted in a visible exterior location on the site with specific contact information for the wireless facility operator in case of emergency or public inquiry. Signage and location to be approved by Planning staff prior to Building Permit issuance. No other signage shall be installed on the property or pole except for those signs required by law.
9. If proposed wireless facility is found to be abandoned or non-operational, it shall be removed at the full cost of the applicant within sixty (60) days after citation or termination of lease agreement, whichever occurs first.
10. Prior to securing a building permit and encroachment permit, the applicant, owner, and general contractor shall meet with Planning and Building staff to ensure compliance with the conditions of approval during the construction process.
11. The site shall be well maintained throughout the life of the project and shall be repainted as needed. Painting can be required by the Community Development Director on an as needed basis.
12. The pole extension shall be painted to match the existing utility pole to the satisfaction of the Community Development Director.

13. The radome and the 6" riser shall be painted to match the utility pole to the satisfaction of the Community Development Director.
14. All conduits shall be located 1'-0" below all existing utilities and shall be covered by a red cement slurry.
15. The applicant shall enter into a lease agreement with the City of San Bruno prior to submitting plans to the Building Division.

Added Condition

16. The applicant shall clean graffiti on the fence and/or paint over it within 24 hours of its appearance, using a matching paint color. This condition also gives the City of San Bruno consent to have the graffiti painted out for the applicant. If the graffiti is not removed within 24 hours, the City's graffiti removal vendor will be instructed to remove the graffiti and provide a detailed accounting of the cost to the applicant, who will be responsible for reimbursing the City for the graffiti removal. The applicant shall work with staff to identify the most graffiti resistant fencing material at the time of building permit submittal and shall provide staff a long-term responsible party for city and neighborhood issues.

6. Discussion

- A. City Staff Discussion:** Commissioners Sammut, Biasotti, and Johnson volunteered for the February 10, 2011 Architectural Review Committee meeting.

Glenview Fire Update: *CD Director Akin:* I wanted to inform you all that staff received the first application that will be going to Architectural Review on January 27, 2011. I want to thank you all for being available for the Architectural Review meeting to assist the fire victims.

Commissioner Marshall: I think it would be easier if we schedule the Architectural Review meetings at 6:00 before the Planning Commission meeting.

CD Director Akin: I can check the code to see if that is allowable and get back to you.

- C. Planning Commission Discussion:**

Motion to appoint Vice Chair Petersen as Planning Commission Chair and Commissioner Sammut as Planning Commission Vice Chair for 2011.

Commissioner Chase/ Petersen

VOTE: 7-0

AYES: All Commissioners Present

NOES: None

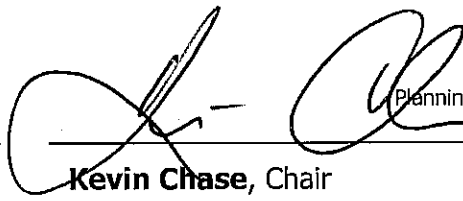
ABSTAIN: None

7. Adjournment

Meeting was adjourned at 7:40 pm



Aaron Akin
Secretary to the Planning Commission
City of San Bruno



Planning Commission Meeting 01/18/11

Kevin Chase, Chair
Planning Commission
City of San Bruno

NEXT MEETING: February 15, 2010